



**Minutes of the Board of Directors Meeting
As of March 22, 2023**

Attendance:

Administrative Officers of the Phase Board:

Christine Lebel	President	and CEO Poinciana Gardens
Gilles Babin	Treasurer	Treasurer Quince Garden
Jacques Dufresne	1st Vice-President	1st Vice-President Poinciana Gardens
Luc Lessard	2nd Vice-President	1st Vice-President Rose Gardens
Céline Dandurand	Secretary	Director Sea Garpe Gardens

Directors:

Poinciana Gardens :

Aurèle Beauregard	President
Réjean Bourassa	2nd Vice-President
Guy Tousignant	Secretary
Jean Cournoyer	substitute

Quince Gardens :

Normand Joannette	President
Michel Dupuis	1 st Vice-President
Pierre Gilbert	2nd Vice-President
Line Marcoux	Secretary

Rose Gardens:

Paul Du Temple	2nd Vice-President
Jacques Labonté	Treasurer
Pierre St-Germain	Secretary
Gary Provencher	Substitute
Manon Sirois	Substitute

Sea Grape Gardens:

Daniel Monast	President, Treasurer
Hubert Poirier	1st Vice-President
Yves Lauzon	2nd Vice-President
France Sicard	Secretary

Absents:	Rock Côté	President Rose Gardens
	Denis Pilotte	Treasurer Poinciana Gardens

1. Opening of the Meeting

The meeting was called to order at 9.02 a.m.

decision of "how" and "what" will be used as material seems to have already been made. No, everything is to be considered.

Asked for clarification with regard to reconstruction, following the new Laws that could be adopted in relation to the 50-year Inspectorate. The 50-year Inspection would affect the buildings alone and the reconstruction of the Gazebos in the same place should not be affected, we have as an example the work allowed & done in Phase 5.

The procedure for the preparation of the dossier is discussed,

- A first research is done by the project leaders and then there will be a meeting with the members of the group where all avenues will be discussed.
- Subsequently when the group has decided on a model (configuration, equipment, addition, obtaining permits...)
- Presentation of the results to the Phase Board of Directors who will make the decision on them.
- This will be followed by a meeting with all the residents to present the project with all the steps that have been taken and the decision of the Phase Board
- Be continued

Discussion on fencing corners and the possibility of fencing Breezeways.

The members are divided on the issue, Mrs. Marcoux expresses the fact that for the safety of the residents, we must at least consider it, all agree to go in this direction.

M. Lessard has already received information about the fences that have been installed around the gardens of Phase 5 (corners & Breezeways of the 4 buildings) and the costs have been about \$30,000.

For his part, M. Cournoyer wondered if he was continuing to research possible bids.

It is proposed that, for a safety matter, the search for tenders on the various fences should be continued by M Cournoyer.

A show of hands was requested, the **majority agreed to continue the search.**

File to follow.

Fire alarm

Update made by Mrs. Lebel, following discussions undertaken with the managers of the Co., on the various works carried out or to be carried out on the various buildings on their fire protection systems.

At the last meeting, a group was to be formed to develop a procedure when an alarm was triggered at the HG7 site. Mrs. Line Marcoux, points out that we are at the end of the season and all agree to postpone this file until we return in the fall. Be continued.

Sales / Purchases

M. Tousignant returned to the document drawn up by the Poinciana Board of Directors, which had been discussed at the previous meeting. The sheet contains all the information that the building councils need to pursue the sale/purchase project. It informs us of the main lines of the document and presents it as an indispensable tool to improve, simplify and even make homogeneous the process in the Phase.

The process will have to be reviewed according to him, some information is not necessary and the sequence of meetings (screening) with the future owners and proceedings before the lawyers are not in the right order of things.

Several complaints were made by future owners who had to send duplicate confidential documents, a very irritating formality.

All members present agreed that the procedure should be corrected, several members remembered their own experience. A group had been planned (see minutes meeting of 21 Feb. Last) in order to analyze the document and our way of doing things in this file. To see to make our interventions homogeneous, for all buildings. A meeting will be held shortly, to follow.

The members representing each of the buildings are:

- | | | |
|------------------|---------------------|-------------------|
| • Guy Tousignant | Secretary | Poinciana Gardens |
| • Line Marcoux | Secretary | Quince Gardens |
| • Rock Côté | President | Rose Gardens |
| • Daniel Monast | President/Treasurer | Sea Grape Gardens |

By-law Review Committee

Hubert Poirier, member of the committee follows up on this subject, the committee is to finish the development of the document, "Regulation & Rules of Life". Mrs. Marcoux asked if it could be broadcast before we all left in April.

Mr. Poirier informed the members that the members of the group had decided to have the document verified by a lawyer, to be sure to be legal under the Laws in force. As a result, the broadcast will have to be delayed.

In addition, as decided by the committee to join a party; Compliance with the application of the rules, the examination from the legal point of view, of this addition, will be done simultaneously.

6. News Release: Written complaints by email

Some members ask for explanations on this email, being signed by the Board of Directors of the Phase, therefore of all these members, despite the fact that the said email had not previously been presented and agreed to be distributed by all.

The Secretary prepared the notice, at the request of four of the Administrative Officers of the Phase Board (including her), who are;

Mrs. Lebel President, M. Dufresne 1st Vice-President, M. Lessard 2nd Vice-President, M. Babin being absent during the discussion and decision-making.

Mrs. Dandurand explains the circumstances of the sending of the letter and returns to the signature, the Board. She pointed out to those present that in past years, the Board was not well represented according to the Bylaws, last year the presidents were invited to join the Board and this year all members of all the CAs of the buildings are involved, as provided for in our charter.

She signed the document out of habit like all the other messages sent before this reshuffle of the Board.

Moreover, she says that her words were not backbiting to anyone but only truths. She points out that the request to send by email will ensure that volunteers who are in person are not stopped at any time and in any

way. Respect is a paramount value and the quality of life and tranquility of all must be maintained. Of course, this also applies to residents who may be annoyed, inconvenienced or pushed around.

It was requested that the names of the different levels of governance of the Phase be specified, namely:

Addition to VARIA

- Executive Council which is composed of Administrative Officers:
 - President
 - 1st Vice-President
 - 2nd Vice-President
 - Treasurer
 - Secretary
- Administrative Committee (CA) including the Executive Council & members of all the CAs of the Buildings.

It is understood that henceforth, any document, signed "Phase VII CA" will be presented to members before they are issued, and that documents sent by managers, being Administrative Officers, will be signed as such.

We ask how long will it take to respond to complaints made as soon as possible by the right people, pending the formation of a Committee for compliance with the Rules, following the file of the Review Committee.

7. Dates of the End of Year Meetings

Presentation by the secretary of a sheet already prepared "Dates of the End of Year Meetings, 2022 season/Taking into account last year's AGM dates.

A request had been submitted to know the dates of the Annual General Meetings of the buildings, Quince Gardens, Rose Gardens and Sea Grape Gardens approved the dates submitted.

Poinciana Gardens will hold a meeting of their Board and the date will be known at that time.

Ms. Dandurand strongly suggests that the meetings be held over two days, for the reservation of the Club House and thus not penalize residents in the activities that could take place.

The sheet will be available for distribution and posting the week of March 27. Be continued.

8. Varia

Naming of the different levels of governance, SEE point: #6

Attendance of all owners at administrative board meetings

Next season, the Board sessions should be held in the Club House, whose work should be completed and the presence of all owners will be possible, unlike previous years.

Of course, these meetings are formal and only the members of the Board of Directors will be able to speak, the owners will remain observers, without the right to speak.

WIFI

Do we need to increase the receptivity of Wifi in our gardens, one of our owners to the kindness to offer his services as needed, but for now, all those agree that the signal offered is sufficient.

Next year we will be able to establish whether we could get more efficient devices, and this without spending huge sums. Be continued.

9. Date of next meeting

With the end of the season fast approaching and the departure of the majority of residents, the next Board meeting will be held when we return in the fall.

On December 8, 2023 at 3:00 pm, during the Annual General Assembly.

10. Adjournment of the meeting

The meeting ends at 10:58 a.m.

Céline Dandurand

Secretary CA HG Phase VII